



## **MINUTES OF THE REGULAR BOARD MEETING OF THE BOARD OF DIRECTORS OF TRABUCO CANYON WATER DISTRICT | APRIL 18, 2018**

---

The Regular Meeting of the Board of Directors of the Trabuco Canyon Water District (TCWD) was called to order by President Acosta at 7:00 PM, in the Board Room at the District Administrative Facility, located at 32003 Dove Canyon Drive, Trabuco Canyon, California. Mr. Michael Perea, District Secretary, recorded and transcribed the minutes thereof.

### **DIRECTORS PRESENT**

President Glenn Acosta  
Vice President Michael Safranski  
Director Don Chadd  
Director Stephen Dopudja  
Director Edward Mandich

### **STAFF PRESENT**

Hector Ruiz, General Manager  
Michael Perea, District Secretary  
Lorrie Lausten, Principal Engineer  
Karen Warner, Senior Accountant  
Lisa Sangi, Administrative Assistant  
Jason Stroud, Maintenance Superintendent

### **DISTRICT CONSULTANTS PRESENT:**

Rob Anslow, District General Legal Counsel (Atkinson, Andelson, Loya, Ruud & Romo)  
Cindy Byerrum, District Treasurer (Platinum Consulting Group)

### **PUBLIC PRESENT**

Fred Adjarian, Director, El Toro Water District  
There were other members of the public in the audience.

### **PLEDGE OF ALLEGIANCE**

Director Dopudja led the Board and District staff in the pledge of allegiance.

### **VISITOR PARTICIPATION**

No visitor participation was received.

### **ORAL COMMUNICATION**

No oral communication was received.

### **DIRECTOR'S COMMENTS**

Director Mandich had no comments.

Director Dopudja expressed his appreciation to the Board of Directors and District staff for recognizing the passing of a family member, and he thanked Director Chadd for filling in for him at the Engineering/Operational

**TRABUCO CANYON WATER DISTRICT  
REGULAR BOARD OF DIRECTORS MEETING MINUTES | APRIL 18, 2018**

Committee Meeting during his absence. Director Dopudja inquired as to the District's residential water meters method of indicating system leaks. President Acosta offered his condolences to Director Dopudja and his family.

Vice President Safranski reported his attendance at the Municipal Water District of Orange County (MWDOC) Elected Officials Forum and he commented on the meeting presentation related to the Water Fix project. Vice President Safranski commented on his positive interaction with another water agency in his professional capacity and he commented on the value of small water agencies to local communities.

Director Chadd commented on his recent experience in the District's service area related to an abandoned vehicle in the Trabuco Highlands community and he commended District employee Gary Nicotra for assisting in reporting this matter to the authorities. Director Chadd reported on his attendance at the El Toro Water District Conservation Garden Groundbreaking Ceremony and he mentioned that the event was well attended and was an excellent example of water wise gardening. Director Chadd mentioned that he has received notification that Moulton Niguel Water District (MNWD) Director Duane Cave has withdrawn his candidacy from the Orange County Local Agency Formation Commission (OC LAFCO) Special District Representative Election.

President Acosta acknowledged Mr. Adjarian in the audience and received his speaker request card.

Mr. Adjarian approached the Board of Directors and thanked him for the opportunity to speak with them regarding his candidacy for the OC LAFCO Special District Representative Election. Mr. Adjarian spoke regarding his qualifications for the position.

President Acosta thanked Mr. Adjarian for speaking with the Board of Directors and he expressed his support for Mr. Adjarian in the event that he is successful in his bid for the position.

**REPORT FROM THE GENERAL MANAGER**

Mr. Ruiz reported that the MWDOC Water Policy Forum is scheduled for Thursday, April 19, 2018, and he commented that any Directors interested in attending the event can coordinate with Mr. Perea.

Mr. Ruiz reported that the District's Water Operations Department is working with a contractor for the painting of the District's fire hydrants.

**ITEMS TOO LATE TO BE AGENDIZED**

Mr. Ruiz commented that there were no items too late to be agendized.

**CONSENT CALENDAR**

President Acosta indicated that all matters under the Consent Calendar would be approved by one motion unless a Board member requests a separate action on a specific item.

**Action:** A motion was made by Vice President Safranski and seconded by Director Mandich to approve the Consent Calendar.  
The motion carried 5 - 0.

**ACTION CALENDAR**

**FINANCIAL MATTERS**

**ITEM 4: DISCUSSION AND POSSIBLE ACTION(S) CONCERNING TRABUCO CANYON WATER DISTRICT'S FISCAL YEAR 2018/2019 CAPITAL IMPROVEMENT PROGRAM (CIP) AND GENERAL FUND BUDGETS**

---

Mr. Ruiz presented this matter for Board review and he mentioned that District staff is currently preparing the proposed FY 2018/2019 General Fund and Capital Improvement Program (CIP) Budgets. Mr. Ruiz briefly reviewed the FY 2017/2018 CIP status update with the Board and he mentioned that the first draft of the budgets will be reviewed with the Finance/Audit Committee and then presented to the Board at the Special Board Meeting – Budget Workshop. Discussion occurred concerning the scheduling of a Special Board Meeting – Budget Workshop.

**Action:** The Board of Directors, through President Acosta, directed District staff to schedule a Special Board Meeting – Budget Workshop for Monday, May 14, 2018 at 6:00PM.

**ADMINISTRATIVE MATTERS**

**ITEM 5: DISCUSSION AND POSSIBLE ACTION(S) CONCERNING THE SOUTH ORANGE COUNTY WASTEWATER AUTHORITY (SOCWA)**

---

Mr. Ruiz provided a status update on this matter and he mentioned that Director Dopudja was prepared to provide an update on this matter. Director Dopudja reported that both he and the Mr. Ruiz met with El Toro Water District (ETWD) to review and provide clarification on the proposed budget structure to the General Fund allocation. Director Dopudja commented that the conversation concerning the matter with ETWD was positive. Director Dopudja reported that he met with SOCWA staff to provide additional clarification concerning the proposed budget structure. Director Dopudja added that Santa Margarita Water District (SMWD) has expressed support for the proposed budget structure and recommended the tracking of SOCWA staff time related to Project Committees. Director Dopudja mentioned that he will be providing an update related to this matter to the SOCWA Board of Directors at the next Board Meeting. President Acosta expressed his appreciation for Director Dopudja's efforts on this matter.

**Action:** The Board of Directors received the information. No action was taken.

**ENGINEERING MATTERS**

**ITEM 6: DISCUSSION AND POSSIBLE ACTION(S) CONCERNING THE DOVE CANYON & ROBINSON RANCH RECYCLED WATER PUMP STATIONS REPLACEMENT PROJECT – PHASE 1**

---

Mr. Ruiz presented this matter for Board review and he mentioned this matter was reviewed with the Engineering/Operational Committee. Mr. Ruiz provided handouts of proposed facility upgrade designs as discussed with the Engineering/Operational Committee, and he briefly reviewed an outline of the proposed updates to the Technical Memorandum. Director Mandich commented that the Technical Memorandum update is designed to evaluate each of the discussed scenarios related to the project. Discussion occurred concerning the project cost options and reservoir size options. Director Chadd recommended that the matter be returned to the Engineering/Operational Committee for further review as he filled in during Director Dopudja's absence, and he suggested that District staff rehabilitate the existing recycled water pump stations while District staff fully develop the Replacement Project plans and design. Director Dopudja commented that the Technical Memorandum is unclear as it relates to the pump station at the Plano Trabuco site, and he recommended that the matter be agendaized for the next Engineering/Operational Committee Meeting. Director Mandich concurred with Director Dopudja's recommendation. Discussion occurred concerning the costs for the necessary repairs for the existing recycled water pump station.

**TRABUCO CANYON WATER DISTRICT  
REGULAR BOARD OF DIRECTORS MEETING MINUTES | APRIL 18, 2018**

**Action:** The Board of Directors, through President Acosta, directed District staff to agendize this matter for Engineering/Operational Committee review.

**LEGISLATIVE, ADMINISTRATIVE AND OTHER MATTERS**

**ITEM 7: LOCAL GOVERNMENTAL AND LEGISLATIVE INFORMATIONAL MATTER(S)**

---

Mr. Ruiz reviewed the OC LAFCO Regular Public Member Press Release and Application dated April 16, 2018. Discussion occurred concerning the application and appointment process for the OC LAFCO Regular Public Member.

**Action:** There was no action taken.

**CLOSED SESSIONS**

The Board of Directors, through President Acosta recessed the Open Session portion of the Meeting at 7:40 PM.

The Board met in Closed Session as set forth in the Meeting Agenda.

The Board, through President Acosta, reconvened the Open Session of the Meeting at 9:10 PM.

**ITEM 8: REPORT OF ACTION(S) TAKEN IN CLOSED SESSION**

---

**Action:** The Board of Directors met with General Legal Counsel and the District's South Orange County Wastewater Authority (SOCWA) Representative as set forth in the agenda, and received information concerning the matter. There were no other announcements made at that time.

The Board of Directors met with the General Manager as set forth in the agenda. There were no other announcements made at that time.

**OTHER INFORMATION/MATTERS**

There was no other information or matters presented.

**ADDITIONAL DIRECTORS' COMMENTS**

There were no additional Director comments received.

**ADDITIONAL GENERAL MANAGER COMMENTS**

There were no additional General Manager comments received.

**END ACTION CALENDAR**

**ADJOURNMENT**

President Acosta adjourned the April 18, 2018, Regular Board meeting at 9:11 PM.